



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

www.ellington-ct.gov

TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FAX (860) 870-3122
ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
JUNE 11, 2014

PRESENT: Chairman Sean Kelly, Vice Chairman Chris Todd, Stefanie Cunningham, David Hurley arrived 7:08pm

ABSENT: Gilbert Gamboa, Stanislav Moline & Alternate Donna Resutek

STAFF

PRESENT: Lisa M. Houlihan, Town Planner and Kristin Michaud, Recording Secretary

I. CALL TO ORDER:

Chairman Kelly called the EDC meeting to order at 7:02 p.m.

II. PUBLIC COMMENTS: NONE

III. NEW BUSINESS:

1. Discussion regarding Tax Abatement Policy and the workshop with the Board of Selectmen on May 6, 2014.

Chairman Kelly reviewed how the meeting with the Board of Selectmen (BOS) went regarding the Tax Abatement program. He stated the meeting went well and now he feels there is a better understanding of what the BOS is looking for and what the EDC is trying to accomplish.

Commissioner Todd also thought it was a very productive meeting as well.

Lisa M. Houlihan, Town Planner, asked the Commission if they thought it would be beneficial to make any changes to the abatement program.

Commissioner Todd stated he felt there was no need to make any changes noting that the BOS was simply requesting more detail. He felt as more and more abatements come before the Commission they will perfect the requirements through reviews.

Commissioner Hurley stated the commission has the right to accept or deny a tax abatement application. He suggested the commission have a design criteria workshop to create general requirements for obtaining a tax abatement.

Ms. Houlihan also suggested the tax abatement program should be in compliance with the Plan of Conservation and Development (POCD).

Chairman Kelly thought the commission should familiarize themselves with the POCD.

NO MOTIONS OR DECISIONS

IV. ACTIVE BUSINESS:

1. Discussion regarding April Business Event.

Chairman Kelly stated it was a great idea but we needed to do a better job of advertising for the events. He suggested scheduling another event for fall and asked if we could advertise in the Ellington Connection.

Commissioner Cunningham suggested the Commission join social media sites to advertise and keep town's people in the know regarding GoLocal.

The Commission discussed incentives to attract businesses and possible ways to advertise for future events. They also discussed other ways to reach out to the businesses regarding GoLocal.

Chairman Kelly asked the commission to pick 20 businesses to start out with. The Commission thought they should reach out to the local and bigger businesses first and possibly this will create a lead to using the program. All commissioners present agreed to go and visit at least 5 businesses to inform them of the program and hopefully smaller businesses will follow suit and sign up for the program. All visits to be conducted before the August meeting.

Commissioner Todd suggested a QR Code sticker for businesses. Ms. Houlihan agreed to look into that.

The commission asked that a more instructional brochure be created for businesses. Ms. Houlihan asked the commission for their suggestions for any changes to the brochure. The commission shared their thoughts and Ms. Houlihan will make those changes and email them the list of businesses and the brochure for their business visits.

NO MOTIONS OR DECISIONS

2. Report: Tolland County Chamber of Commerce

Ms. Houlihan had attended two meetings of the TCCC and reviewed that with the commission.

NO MOTIONS OR DECISIONS

3. Report: Agricultural Initiatives

Nothing to report.

NO MOTIONS OR DECISIONS

4. Report: Business Directory

This item was discussed under Active Business item #1.

NO MOTIONS OR DECISIONS

5. Report: Business Surveys and Site Visits

Nothing to report.

NO MOTIONS OR DECISIONS

6. Report: Current Economic Activity

Nothing to report.

NO MOTIONS OR DECISIONS

V. ADMINISTRATIVE BUSINESS:

1. Approval of the April 9, 2014, regular meeting minutes and May 19, 2014 special meeting minutes.

MOVED (TODD), SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO APPROVE THE APRIL 9, 2014 REGULAR MEETING MINUTES & MAY 19, 2014 SPECIAL MEETING MINUTES AS WRITTEN.

2. Correspondence:

- a. Municipal Meetings: Understanding Parliamentary Procedure.
- b. Freedom of Information Commission ruling – please see #16.
- c. CT20X17, Moving Connecticut Up - An initiative to improve Connecticut's national economic ranking.
- d. CCM's 2014 Directory of Products & Services.
- e. 16th Annual Edition of the Connecticut Economic Review.

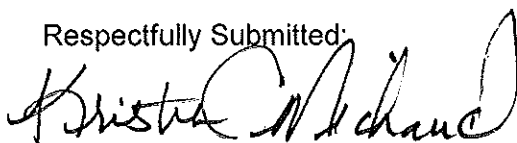
SO NOTED

Ms. Houlihan explained the recent inquiries she received regarding C-PACE, and the meeting she attended with First Selectman Blanchette, Tim Schneider of Earthlight, Janet Settle of Little House, and a representative from CEFIA (Clean Energy Finance and Investment Authority). Earthlight and Little House are seeking support from the Town which is required for Ellington businesses to be eligible for C-PACE. CEFIA will provide the 1st Selectman with details about the program for review by legal and insurance liability authorities.

IV. ADJOURNMENT:

MOVED (HURLEY), SECONDED (TODD) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 8:24 P.M.

Respectfully Submitted:



Kristin C. Michaud
Recording Secretary